

**ACCOUNTS PAYABLE  
DIRECT DEPOSIT FORM**

**PAYEE:**

**PAYEE ID:**

**DESCRIPTION OF SERVICES:**

**1099 REPORTABLE:**

**INCOME TYPE:**

**BANK INFORMATION:**

<b>BANK NAME</b>	
<b>NAME ON ACCOUNT</b>	
<b>ACCOUNT NUMBER</b>	
<b>ROUTING/TRANSIT NUMBER</b>	

**AMOUNT: \$\_\_\_\_\_**

**FUNDING INFORMATION:**

<b>FUND</b>	<b>ORGN</b>	<b>ACCT</b>	<b>PROG</b>	<b>ACTV</b>

**AUTHORIZING SIGNATURES:**

\_\_\_\_\_  
**BUDGET MANAGER/DEPARTMENT HEAD**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**PROCUREMENT AND CONTRACTS**

\_\_\_\_\_  
**DATE**